

VILLAGE OF BREWSTER
BOARD OF TRUSTEES
3 FEBRUARY 2021
7:30 P.M.
PUBLIC HEARING
REGULAR MEETING
MINUTES

The Board of Trustees of the Village of Brewster is holding a virtual public hearing at 7:30 PM, on February 3, 2021 through Zoom Meeting, with a regular meeting to follow at 7:31 PM or soon thereafter. The Meeting ID is 207 812 8623 and the phone number needed to call in is 1-929-205-6099.

Attendees:

Mayor: James Schoenig
Deputy Mayor and Trustee: Christine Piccini
Trustees; Mary Bryde, George Gaspar, Tom Boissonnault
Village Police Chief:
Village Engineer: Todd Atkinson
Village Counsel: Gregory Folchetti, Jennifer Herodes
Clerk & Treasurer: Michelle Chiudina
Deputy Clerk-Treasurer:

Absent:

John Del Gardo

Donna Milazzo

Pledge to flag.

Public Hearing

Mayor Schoenig motions to open the Public Hearing, Deputy Mayor Piccini 2nd, all in favor 5 to 0.

The Public Hearing is for the review to establish a special exception use permit within the B-2 District to allow a mixed-use building, consisting of commercial on the first floor and residential on the upper floors.

Mayor Schoenig asks for Public Comment on the Public Hearing. There is No Comment.

Mayor Schoenig motions to close the Public Hearing, Trustee Bryde 2nd, all in favor 5 to 0.

Mayor Schoenig motions to open the regular meeting, Trustee Bryde 2nd, all in favor 5 to 0.

Regular Meeting

1. VFW Memorial Day Parade. VFW Commander Robert Rottkamp, has submitted a parade permit for a Memorial Day Parade on May 31, 2021, pending the COVID-19 restrictions. Mayor Schoenig motions to issue the parade permit VFW Post 672 for the Memorial Day Parade on May 31, 2021, from 11:00 AM to 12:00 PM, starting at the Brewster Fire Station, walking down North Main Street, to Railroad Avenue and ending at Veteran's Park for the ceremony, pending COVID-19 restrictions, and asks that all fees associated with this permit to be waived, Deputy Mayor Piccini 2nd. Trustee Gaspar asks if the convoy through town would take place if the restrictions for COVID-19 does not allow the parade to happen. Commander Rottkamp states that the convoy was planned by another group and VFW Post 672 had a small ceremony at their post. The Board votes all in favor 5 to 0. A copy of the parade permit will be attached to the minutes.
2. Monthly Reports
 - 2.1. DPW Report. Mr. Domenic Consentino, DPW Superintendent, delivers the DPW Report. Mr. Consentino informs the Board that for the month of January, the Village treated 4,400,000 gallons of drinking water and that there will be a contractor on Main Street to haul away the piles of snow that were plowed earlier this week, starting around midnight. Mr. Consentino also informs the Board that the holiday baskets were taken down and stored for the season, and Trustee Bryde thanks Mr. Consentino. Mayor Schoenig asks about the possible storm that may hit us this coming weekend and Mr. Consentino states that he has been monitoring the weather and suspects it will be a minor storm compared to Monday's storm. Deputy Mayor Piccini asks about the leak on North Main Street near the liquor store and Mr. Consentino explains that the leak was on the other side of the water main, and he informed the owner of the property and it was fixed today. Trustee Bryde asks if the cars were off the streets during the snow plowing process and Mr. Consentino states that he didn't have any long-term issues with cars. The

Board commends Mr. Consentino and the DPW laborers for cleaning up the Village as quickly and efficiently as they did. Mayor Schoenig motions to accept the DPW Report, Trustee Boissonnault 2nd all in favor 5 to 0.

2.2. Planning Board Reports for January, 2021. Mr. Richard Lowell emailed the Planning Board Report for January, 2021 to the Board. Mayor Schoenig summarizes the report for the Board. Mayor Schoenig motions to accept the Planning Board Report for January, 2021 as written, Deputy Mayor Piccini 2nd, all in favor 5 to 0.

2.3. Engineer's Reports for January, 2021. Mr. Todd Atkinson of Folchetti and Associates delivers the Engineer's Report for January, 2021. Deputy Mayor Piccini asks about the new application that is before the Planning Board and Mr. Atkinson confirms that the application is for 28 Eastview Avenue. Trustee Gaspar asks about the issues with the laundromat on North Main Street. Mr. Atkinson explains that the North Main Street Pump Station is continuously being clogged with articles of clothing and he believes that it is coming from there or possibly from a resident in that area flushing clothes down the toilets but he wants to ensure that it is not the laundromat first. Trustee Bryde asks about the daily water flow being described as normal at 129,000 gallons and how this number compares to the flows in previous months. Mr. Atkinson states that this number is normal historically speaking for the amount of precipitation that is expected during this time of the year. Trustee Gaspar asks for the range that the Village should stay in, and Mr. Atkinson states that below 130,000 gallons is ideal. Trustee Gaspar also asks if the amount of snow we are expected to receive this month will cause the number to go over 130,000 gallons and Mr. Atkinson believes it will but will continue to monitor the changes but he is more worried about the water lines freezing due to the cold weather. Mr. Atkinson informs the Board that himself and Mr. Consentino investigated an issue with discolored water on Hillside, which was brought to the Board's attention at the first November meeting in 2020. He continues explaining that the water was slightly discolored at the residence and that the water from the tank was clear but will continue to monitor the issue as problems with the discoloration arise. Trustee Bryde asks if this is the first time that he and Mr. Consentino have been sent out to investigate and Mr. Atkinson confirms this. Clerk Chiudina notes that there was an issue in November but the office was closed and the resident did not email her, so the problem went uninvestigated and ultimately corrected itself. The Board discusses the issues on Hillside and how to proceed. Mayor Schoenig motions to approve the Engineer's Report for January, 2021, Trustee Bryde 2nd, all in favor 5 to 0.

2.4. Zoning Board Report. No Activity.

3. Financial Report. Clerk Chiudina delivers the Financial Report and notes that some of the key revenues such as water and parking are down, which is to be expected due to the pandemic and people not paying their bills. She informs the Board that the sewer bills were mailed out last week and the refuse bills will be sent out at the end of the month, and reiterates that the rate will be higher for 2021 according to the contract with Suburban Carting, which will be \$300 per unit per year and \$26 per unit per month for those on the budget billing. Clerk Chiudina also mentions that the Village is awaiting the funds from the JCAP Grant that was awarded to the Village Court as well as the PPE Grant for the items purchased for the court, which is why the court expenditure line is high. Clerk Chiudina anticipates moving the under expended expenses lines, specifically for personnel, to the over expended lines. Clerk Chiudina states that there is about \$100,000 of outstanding utilities at this time and normally the Board would have her send out shut off notices for nonpayment but because of the COVID-19 Executive Orders, the Village is unable to incentivize people to pay. Clerk Chiudina notes that she has sent out two notices to those who have outstanding balances in the months that the Village does not bill but was only slightly successful. She asks Counsel Herodes if the Village can send out a stronger letter that would require more people to pay their bills and Counsel Herodes will draft a letter for the notices. Mayor Schoenig motions to accept the Financial Report, Trustee Gaspar 2nd, all in favor 5 to 0.

4. Local Law 1 of 2021 – Special Exception Use Permit in B2. Clerk Chiudina states that the Board received positive recommendations from the County, Town and Planning Board regarding this local law. Deputy Mayor Piccini asks if the note about the setback and the parking, noted by the Planning Board, was incorporated into the Resolution. Counsel Herodes explains that the setback was stated in the Resolution but the parking was not and if the Board would like to add the parking specifications, this will need to be re-noticed and a new public hearing will need to take place. The Board and Counsel Herodes discuss the options that the Board has regarding the parking specifications and the Planning Board's recommendation. While the Board discusses the amount of parking spaces for the property of the applicant who is requesting the zone amendment in the form of Local Law 1 of 2021, Mr. Robert Cinque mentions to the Board that the property has at least 30 parking spaces and it is in the owner's interest to have enough parking for everyone in that area. Deputy Mayor Piccini notes that this project will go before the Planning Board at some point and

that the Board can require parking specifications in order for the project to be approved. Mayor Schoenig motions to approve Resolution 020321-1 to adopt Local Law 1 of 2021, Trustee Boissonnault 2nd, all in favor 5 to 0.

5. Water Account 133 – 177 Main St. Clerk Chiudina calculated a median amount that was between Mr. David Gillis' calculation, the plumber who serviced the property, and what Clerk Chiudina determined the water usage to be after Mr. Consentino discovered how much the meter was over due to a faulty register, and that amount of gallons was 90,988. Using this number, Clerk Chiudina determined that the water bill would be \$2,592.35 and the sewer bill would be \$1,546.79. Mayor Schoenig asks Mr. Consentino what the meter expert told him and Mr. Consentino was told that if the meter was running fast at a set amount, that amount will not fluctuate. Deputy Mayor Piccini reiterates how the number was determined and Clerk Chiudina confirms this. Ms. Manning states that there is no way for anyone involved to know how long the register for the meter was not functioning correctly or how long the toilet was running for. Mayor Schoenig suggests that the median amount is used for the water and sewer bill and Ms. Manning requests the breakdown of the bill, which Clerk Chiudina will provide. Mayor Schoenig reiterates that no penalties for this amount will be accrued and the property owner will be able to go into a payment plan with the Village to pay off the amount. Counsel Herodes states that no mention should be made as Ms. Manning is going to provide the proposed bill amounts to the property owners and it will be confirmed at the next meeting.
6. Water Account 649 – Bella Vino Spirits. Dave Santini of Bella Vino Spirits is requesting relief for a high water bill that was due to a water heater leak in the lower part of the building. Trustee Gaspar notes that this property has a lower basement, that is not frequently visited by Mr. Santini as the tenant of the building, and he did not realize there was a leak until the tenant next door realized it. Trustee Gaspar continues stating that he is for helping the local business and putting them into a payment plan. Trustee Boissonnault agrees that a payment plan would be appropriate and usually the Board gives relief on the sewer as the water did not go down the drain but this property is outside of the Village. Trustee Bryde notes that the most recent water bills were not paid and states that these need to be paid as well. Mr. Santini states that his bill is currently \$974.90 and can pay \$250.00 for the next four months to clear his outstanding balances. Clerk Chiudina will reach out regarding the payment plan, which will include the current unpaid bills as well.
7. Police Procedure Reform Public Hearing - March 3, 2021. Mayor Schoenig informs the Board that Governor Cuomo's Police Procedure Reform must be fully approved by April 1, 2021. Counsel Herodes states that a draft needs to be available for the public as soon as possible as it will need to be noticed and Clerk Chiudina confirms that the Board has received a draft of the full Procedure Manual for review but items that are available for the public are on the Village of Brewster website, under the Government tab. Mayor Schoenig motions to hold a public hearing on Zoom, presumably, on March 3, 2021 at 7:30 PM or soon thereafter, to discuss the Police Procedure Reform Manual with the public, Deputy Mayor Piccini 2nd. Deputy Mayor Piccini asks about the timeline for the budget and if this will affect those times, and Clerk Chiudina explains that the letters to the Department Heads will be going out by February 8th and their budgets are due back by March 1, 2021 so there should be no issues. The Board votes all in favor 5 to 0.
8. Adjustment to the Urban Renewal Project Map: Exhibit 1. Clerk Chiudina states that it was brought to her attention that one of the maps in the Urban Renewal Project is not consistent with another map on the project as well as the listings in Appendix D of the Urban Renewal Plan. This adjustment will show that 35 Oak Street and 104 Main Street are a part of Phase 2 of the Urban Renewal Plan. Clerk Chiudina displays the corrected map for the Board and public to see. Counsel Herodes clarifies that the shading was incorrect on this map and should have included the two properties that are highlighted and Clerk Chiudina confirms this and states that it is not an amendment to the map but a clarification. Counsel Herodes will discuss with Clerk Chiudina the best way to incorporate this updated map into the Urban Renewal Plan documents that are available on the website. The updated map will be copied to these Minutes.
9. Contract with DEP. Mayor Schoenig reassures the Board that the agreement was reviewed by Counsel Folchetti and he found everything in order and it is ready to be signed by the Village. Trustee Boissonnault motions to allow Mayor Schoenig sign the contract with DEP, Trustee Bryde 2nd, all in favor 5 to 0.
10. Minutes for Approval, January 20, 2021. Trustee Bryde motions to approve the Minutes from the January 20, 2021 meeting, Trustee Gaspar 2nd, all in favor 5 to 0.
11. Vouchers Payable. Trustee Bryde reviewed the vouchers and found everything in order.

11.1.	A -	GENERAL FUND	\$4,727.17
11.2.	C -	REFUSE & GARBAGE	19,849.72
11.3.	F -	WATER FUND	8,257.55
11.4.	G -	SEWER FUND	889.85

Total Vouchers Payable	\$33,724.29
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Mayor Schoenig motions to approve the vouchers as written, Trustee Gaspar 2nd, all in favor 5 to 0.

12. Other Business

- 12.1. Deputy Mayor Piccini asks Clerk Chiudina about the Village Handbook update. Clerk Chiudina explains that there has not been much of a change, but only that the Village received a new HR specialist and she will contact her to continue moving forward with this.
- 12.2. Trustee Bryde mentions that her neighbor Mr. Tom Smith informed her that the American flag on Main Street is starting to tear and needs to be replaced. Mayor Schoenig spoke with Mr. Consentino about replacing the flag earlier today. Clerk Chiudina will purchase a more durable flag and it will be replaced once the flag is delivered.

13. New Business

- 13.1. Mayor Schoenig asks Counsel Herodes to discuss the Resolution for Covington and iPark Brewster, and Counsel Herodes requests that she and Counsel Folchetti have more time reviewing this document as they received it earlier this afternoon. She states that it is a proposed agreement to sell or lease the DEP land once it is acquired to the developers. Deputy Mayor Piccini asks to see the document for review. Mayor Schoenig clarifies that this Resolution will be passed and take affect once the signed agreement comes back from DEP and Counsel Herodes confirms this and believes that this agreement is for purposes of financing for the developers. Mayor Schoenig asks if the Board can adopt this at the next meeting and Counsel Herodes confirms this and asks that the Board reviews this agreement.
- 13.2. Mayor Schoenig asks Mr. Tom LaPerch to speak about the procedure for relocating those that may be affected by the Urban Renewal Project. Mr. LaPerch spoke with Ms. Rose Noonan of the Westchester County Housing Authority who will help iPark Brewster with relocating those who will be affected by the Urban Renewal Project. Mr. LaPerch is also expecting a proposal from the Putnam County Housing Corporation to help with the efforts to relocate those in need as well. Mayor Schoenig understands that this is an important issue for the landlords of the buildings that are being acquired and the Board is happy to hear that there is a solution.

14. Public Comment

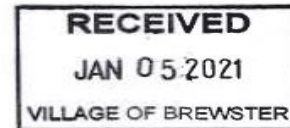
- 14.1. Scott Seaman, Board of Education. Mr. Seaman informs the Board that school had a few snow days this week and the Board of Education is hoping to have winter/spring sports starting soon.
- 14.2. Mr. John Lord, Town of Southeast Councilman, asks about the November 4, 2020 minutes regarding the LADA Resolution, related to iPark Brewster and Covington and why the Resolution was not included in the minutes. Clerk Chiudina explains that those minutes were posted before the signed LADA was received and it is available in the Village Office. Mr. Lord asks if this agreement is similar to the one that was previously discussed under New Business. Clerk Chiudina explains that the LADA agreement was to state that iPark Brewster and Covington will be working together and the one received today was not sent to her, so she cannot speak to that.

15. Mayor Schoenig motions to enter into Executive Session to discuss personnel items, Trustee Boissonnault 2nd, all in favor 5 to 0.

16. Trustee Boissonnault motions to come out of Executive Session, Trustee Bryde 2nd, all in favor 5 to 0. No action will be taken.

17. Mayor Schoenig motions to adjourn the regular meeting, Trustee Gaspar 2nd, all in favor 5 to 0.

For February 3, Meeting



Applications shall be filed with the Village Clerk at least 60 Days in advance of the event and applicant is required to appear before the Board of Trustees at least 30 days in advance of the event:

Name of Parade Chairman: Robert G. Rottkamp		Telephone Number: 914-282-0050
Email: vfwpost@vfwpost672.org		Cell Phone: 914-282-0050
Organization Name: VFW Post 672		Org. Tel. Number: 845-279-6969
Org. Address: 262 Peaceable Hill Road, Brewster, NY		
Head of Organization: Commander Robert G. Rottkamp		Email: vfwpost@vfwpost672.org
Parade Date: May 31, 2021	Rain Date: None	Number of Participants: 200 +/-
Starting Time: 11:00 AM	Ending time: NOON	Number of Vehicles: 8 +/-
Assembly Street and assembly time: 10:30 AM North Main Street		
Details: Annual Memorial Day Parade & Ceremony (Electra zone Memorial Field)		
Starting Point: Brewster Fire Department Fire Station / House		
Termination Point: Veteran's Park (Electra zone Field)		
Parade Route: North Main Street > Main Street > Railroad Avenue		
All information furnished on this form is true and completed to my best knowledge and belief.		
Signature of Applicant: <i>R.G. Rottkamp</i>		Date: <i>1/31/2020</i>
Approved by Village Board of Trustees.		Permit Number:
Date:		
Village Clerk, <i>Michelle Chudina</i>		Date:

**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. <u>GENERAL INFORMATION</u>		
Report No: 1 of 2021	Date: 1/3/2021	Contract No:
Facility Name: VOB / PLANNING BOARD REVIEW AND CONSULTATION		

2. <u>ENGINEERS STATUS OF PROJECT</u> (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineer's Contract and Scope of Work including:	
a.	Projects reviewed this month (attach additional pages as needed)
	<ul style="list-style-type: none"> • There were no projects reviewed or inspected in December.
b.	Status of Planning Board projects (attach additional pages as needed):
	<ul style="list-style-type: none"> • 538 North Main Street – Construction Ongoing/Amendment Approved • 79 Main Street Resolution Requirements; Inspections • 530 North Main Street – Ongoing Inspections
c.	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> • Continue plan review and meetings for B.O.S. Land Development • Perform site inspection at 538 North Main Street, when needed • 530 North Main Street, Ongoing Inspections • Perform site inspection at 79 Main Street, when needed

**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. <u>GENERAL INFORMATION</u>		
Report No: 1 of 2021	Date: 1/3/2021	Contract No:
Facility Name: VOB / EPA Stormwater Phase II Regulations		

2. <u>ENGINEERS STATUS OF PROJECT</u> (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineer's Contract and Scope of Work including :	
a.	Activities completed this month (attach additional pages as needed):
	<ul style="list-style-type: none"> • Maintain monthly stormwater maintenance/good housekeeping reports quantifying the number of pounds of litter and the amount of sand cleaned up throughout the Village.
b.	Status of activities in progress this month (attach additional pages as needed):
c.	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> • Perform dry weather inspections on Village outfalls. • Address comments, if any, from the NYSDEC on Annual Report.

